

Process and Evaluation Workgroup

Meeting Minutes

April 1, 2020

In attendance:

Rodney Brooks: Alameda County Public Defender's Office

Bob Britton: Faith in Action East Bay (FIAEB) Live Free

Neola Crosby: Alameda County Probation Department

Joey Mason: Alameda County Probation Office

Timothy Smith: Building Opportunities for Self Sufficiency

Eric von Geldern: Alameda County District Attorney's Office

The Workgroup reviewed the minutes from the March meeting.

Members of the Workgroup agreed to amend the format of the meeting minutes in the future.

Next the group reviewed and amended a suggested list of proposed questions, and issues to be addressed to improve the efficiency of the Community Advisory Board (CAB):

- Assess their strategy to fill current vacancies.
- Assess the realignment workgroups that CAB members attend.
- How do members prepare themselves for the meetings?
- Appropriateness of agenda items.
- Staying on schedule.
- Appropriate meeting conduct.
- Clarifying roles and responsibilities of the CAB.
- Remaining current on the allocations that have been approved by the Fiscal and Procurement Workgroup and the CCP EC.
- Meeting structure.

- Adding a statement about the purpose of the CAB being part of the meeting – maybe every meeting.
- Adding some measures/metrics/goals.
- Leadership training.

The Workgroup outlined the following essential issues prior to the proposed CAB retreat:

- Consulting County Counsel/Brown Act Training.
- The need for a facilitator at the proposed retreat.
- The best way to present these ideas to the CAB.
- Getting their input on ways they can improve their activities.

Next the group talked about the charge of the Process and Evaluation Workgroup and what was best way to present these issues to the CAB.

- The group affirmed that their role is to assist in the proper implementation of AB 109 in Alameda County
- “Introducing” the Process and Evaluation Workgroup to the CAB as partners in assisting them move forward.

Finally, the Group agreed to have Research Development Associates (RDA) present their findings at the May meeting

The meeting adjourned at 12:02